



My Big Campus - For Teachers Posting a Video



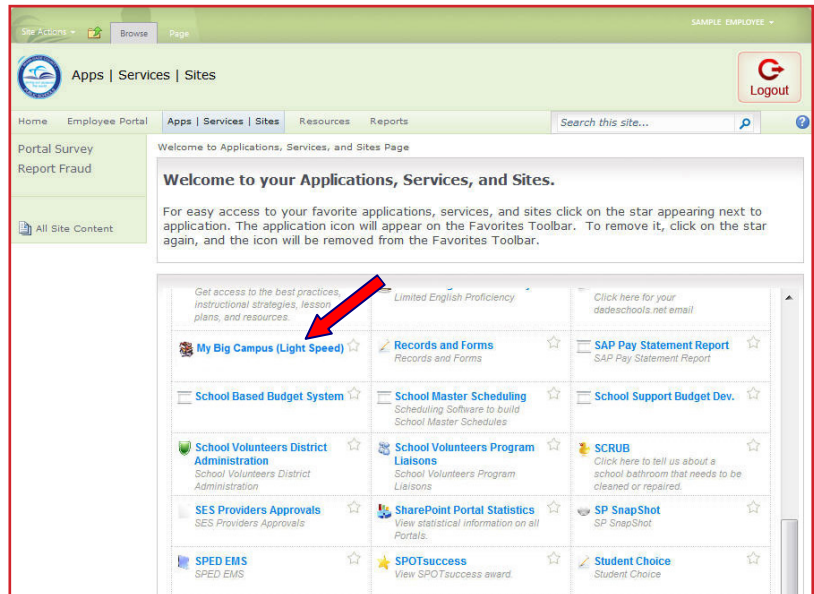
GETTING STARTED

From the dadeschools.net page, log into the Employee Portal.

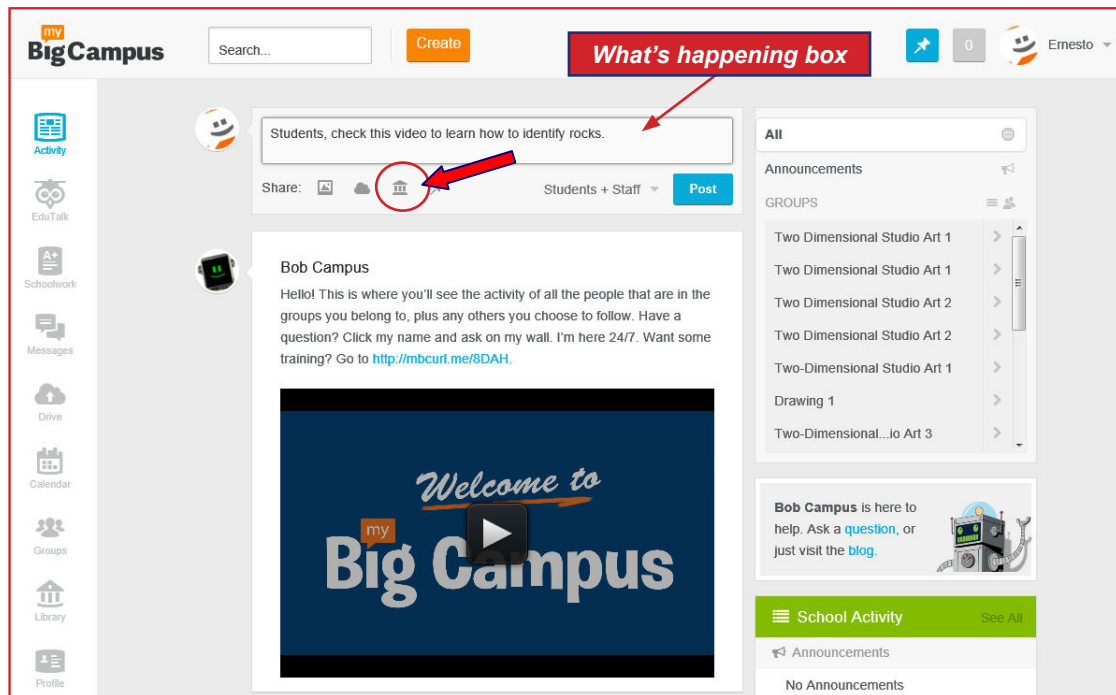
- ▼ Select **Apps | Services | Sites**
- ▼ Select **My Big Campus (Light Speed)**

Note: The first time you access the application you'll need to accept the Terms of Use.


Your **Activity** page will display. The Activity page is like a news feed of group discussions, assignments, group member posts, and wall-posts and blogs of people you follow.



POSTING A VIDEO



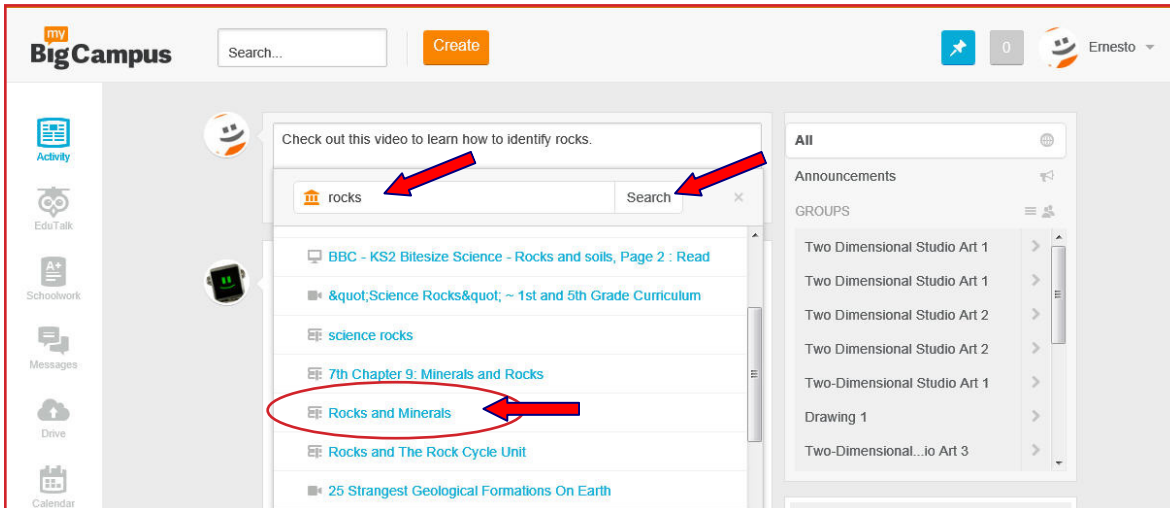
In the **What's happening?** box,

- ▼ **Type** the information or instructions for the video that you would like your class to be aware of
- ▼ **Click**  **Library Item**

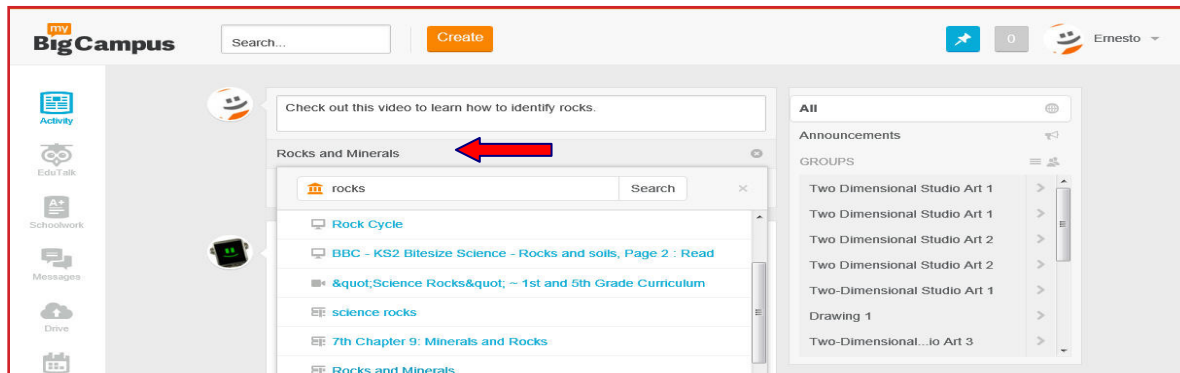
The **Search Library** box will open.

- ▼ **Type** the video name/subject you are searching for
- ▼ **Click** **Search**

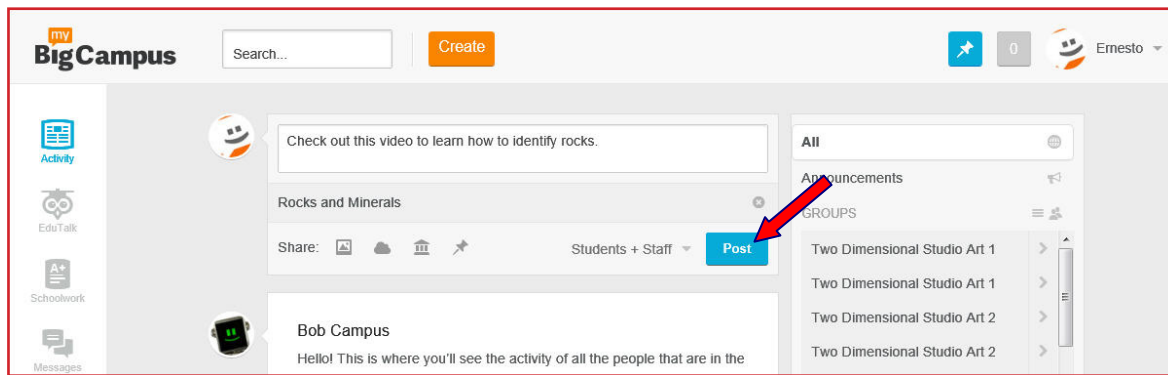
Scroll through the list of videos to select the one you are looking for.



- ▼ **Click** the title to select it (after it is selected the title will appear above the search box)



- ▼ **Click** somewhere in the section to close the Library Search



- ▼ **Click** **Post**

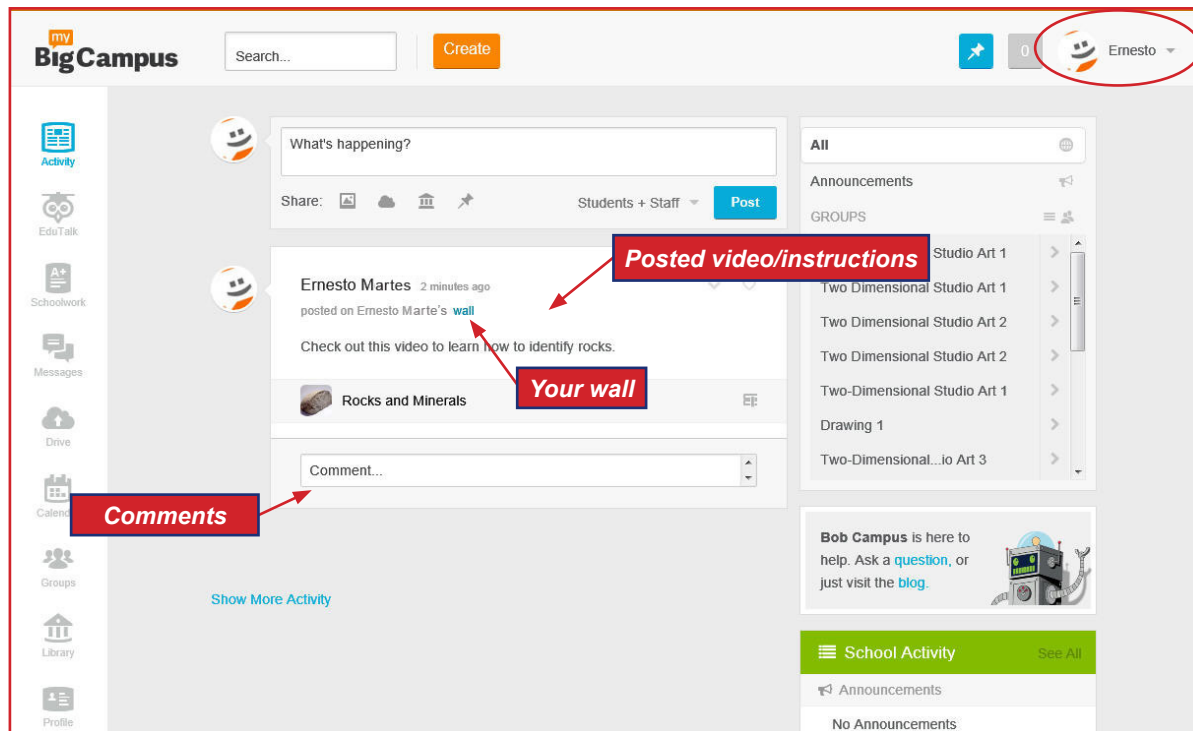
The video will be posted to your **Activity** page with your instructions.



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This is a sample of a posted video in your Activity page. Comments from your students will display underneath the video.



For additional help with this activity or if you have a question, go to the **Support Center** under **Help**.

▼ **Click** on the drop-down menu by your name

▼ **Select** **Help**

The **Support Center** page will display. Type a question or Browse by Topics.

To delete a posting, from the **Activity** page,

▼ **Click** on the word **WALL**

From the **Wall** page,

▼ **Click** on the  icon

▼ **Select** **Delete**

